



January 19, 2006

TO: Transportation Authority of Marin  
Technical Advisory Committee

RE: Strategy 4, Crossing Guard Program – Measure A Implementation Policies - Agenda Item  
7c

Dear Committee Members:

### **Executive Summary**

The TAM Crossing Guard program will provide trained crossing guards for critical intersections throughout Marin County. The TAM Executive Committee has reviewed funding and contract administration policies and has recommended the following implementation policies.

As discussed in the Expenditure Plan, the crossing guard program will use trained crossing guards under contract to a professional company that specializes in crossing guard programs. A single contract with a professional crossing guard firm is envisioned for the program. Under contract to TAM, the selected firm will provide guards at locations recommended by the TAC and MPWA, and approved by the TAM Board.

Based on comments from the November 17, 2005 TAC meeting, and discussions with the TAM Executive Committee on January 11, 2006, four funding and contract administration policies were identified and discussed for the implementation of the Crossing Guard Program. These are:

1. It is anticipated that TAM will administer the Crossing Guard Program under a single crossing guard contract. TAM will administer the Program, providing oversight, and will be responsible for the accountability of the Program. In this role, TAM would monitor the funded crossing guard locations to ensure that they continue to meet the established criteria and evaluate crossing guard locations that may be requested in the future. For locations selected for funding where an existing crossing guard is provided by a local entity, TAM will consult with that entity to determine whether they desire the location included in the crossing guard contract.
2. Once a guard is in place at an approved location, the funding commitment would be for a three year minimum. If the location of the crossing guard is provisional (i.e. part of a pilot program), there would be periodic monitoring of the site. A pilot program may be established when the requested crossing guard location does not fully satisfy “qualifying” criteria established by the MPWA and the TAC in prioritizing the crossing guard locations, but other factors indicate that a crossing guard may potentially be justified.

3. Re-assessment of the crossing guard program would be on a three to six year cycle. The reassessment process would be conducted with the MPWA and TAC determining prioritization of the crossing guard locations based on updated traffic and school pedestrian data.

4. For locations that are prioritized as part of the above described process that are currently staffed by volunteers, school employees or other professional (hired) guards, Measure A provided “sales tax funds will augment the work that is already being done, making sure that these local funds are put to their best use.” The resources expended by the volunteer, school employees, or other professional guards, can be redeployed to other locations or to other uses, such as participation in the Safe Routes to School program. TAM staff will discuss implementation options with individual schools and determine preferred approaches. Individual funding agreements with the local entity may be applicable for funding an established program. Of the 38 schools that responded to the crossing guard survey, 15 use school employees or paid guards for crossing guard services.

Approved locations at schools that are currently staffed by volunteer crossing guards can choose to be incorporated into the TAM program – using professional crossing guards at the approved locations and redeploying the volunteers to other locations or safe access to schools tasks, such as the Safe Routes to School program. If the school or School District decides to continue with their volunteer program at approved locations, the school would not receive program funds. Of the 38 schools that responded to the crossing guard survey, two schools currently have volunteer crossing guards in place.